Canada Border Services Agency | Agence des services frontaliers du Canada

Request for Refund of Membership Fees
Demande de remboursement de cotisations ou adhésions générales

The information you provide in this document is collected under the authority of s. 33 and s. 34 of the *Financial Administration Act*. It is collected for the purpose of processing your request for a refund of a membership fee further to the CBSA Corporate and Individual Membership Fees Directive.

Information may be used by the CBSA for financial reporting and program evaluation. Information may be disclosed to Public Works and Government Services Canada (Receiver General for Canada) for payment purposes.

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L'information fournie dans le présent formulaire a été recueillie en vertu de l'article 33 et de l'article 34 de la *Loi sur la gestion des finances publiques*. Elle est requise pour le traitement de votre demande de remboursement de cotisation conformément à la Directive concernant les cotisations individuelles et générales de l'ASFC.

Les renseignements peuvent être utilisés par l'ASFC à des fins de rapports financiers et d'évaluation de programme. Les renseignements peuvent être communiqués à Travaux publics et Services gouvernementaux Canada (Receveur Général du Canada) à des fins de paiement.

Vous avez le droit d'accéder à vos renseignements personnels et/ou d'y apporter des corrections en vertu de la *Loi sur la protection des renseignements personnels*. Les renseignements recueillis sont décrits dans l'Info Source sous le fichier de renseignements personnels comptes créditeurs POU 931 qui est détaillé sur le site http://www.infosource.gc.ca/emp/emp03-fra.asp#pou931. Si vous avez des préoccupations quant à la façon dont l'ASFC traite vos renseignements personnels, vous avez le droit de déposer une plainte auprès du Commissariat à la protection de la vie privée du Canada.

Section A

Employee's Name - Nom de l'employé	PRI - CIDP
Membership Fee Period - Période de cotisation: Cotisation annuelle CPA 2017 - 2018	
Paylist No. Nº de liste de paye: 36 BSF 6712	Group and Level - Groupe et niveau:
Branch - Direction Générale: Internal Audit and Program Evaluation	
Professional Organization - Organisme professionnel: Ordre des Comptables Professionnels Agréés du Quebec	Article of Collective Agreement - Article de la convention collective: 57

Section B

Description	Section 32 of the FAA / Article 32 de la LGFP	Briefing Note Required / Note d'information requise	Cost Centre / Centre de coût	GL Account / Compte de GL	Amount / Montant
Membership under Collective Agreement / Cotisation incluse dans une convention collective	Manager / Gestionnaire	No / Non	1400 200 00	74744(1)	$934.25
Membership not under Collective Agreement / Cotisation non incluse dans une convention collective	Vice-President / Vice-Président	Yes / Oui		74743(2)	
Membership not under Collective Agreement / Cotisation non incluse dans une convention collective	President / Président	Yes / Oui		74743(2)	
Membership not under Collective Agreement / Cotisation non incluse dans une convention collective	Minister / Ministre	Yes / Oui		74742(3)	
GST or HST / TPS ou TVH			44.50 + 88.77	11153	$133.27
				Total amount to pay / Montant total à payer	$1,067.52

Section C

Justification

BSF440

Canada

Membership Fee Period - Période de cotisation	
Employee's Name - Nom de l'employé	PRI - CIDP

Section D

I, hereby request the refund of fees in the aforementioned amount, in accordance with the relevant collective agreement or the article of the Individual or Corporate Membership Directive.

Par la présente, je demande le remboursement de cotisations au montant précité, en accord avec la convention collective pertinente ou l'article de la Directive concernant les cotisations individuelles et générales.

Employee Signature - Signature de l'employé	Date
	2017-03-22

Manager's Signature (Certified Correct) - Signature du gestionnaire (Certifié exacte)

	Date
	March 22, 2017

Authorized Signature (S.34 of the FAA) - Signature autorisée (S.34 de la LGFP)

	Date
	17/03/22

To be completed by Compensation Advisor - À être complété par le conseiller(ère) en rémunération (4)(6)

Sequence number of ENC 034 - Numéro de séquence du VCR 034	Amount paid - Montant payé	Date paid - Date payé

Authorized by Financial Officer (S.33 of the FAA) - Autorisé par l'agent financier(ère) (S.33 de la LGFP) (5)(7)

Signature	Amount paid - Montant payé	Date paid - Date payé

General Ledger (GL) Account - Compte de Grand Livre (GL)

(1) GL 74744: Membership fees include payments made to an accredited board, association, society or similar organization when departmental memberships are in direct support of a government program or when membership is a federal statutory requirement for individual employees to carry out the functions of their positions set out in the Collective Agreement.

(2) GL 74743: This category includes work-related memberships that are not with professional bodies, taken out in the name of an individual or position title, where it is not possible to be held in the name of departmental library. Such memberships for example, The Press Club are not taxable when the agency is the primary beneficiary.

(3) GL 74742: This account may be used in highly exceptional cases pursuant to the CBSA directive where the personal approval of the Minister is required for memberships in organizations that are primarily social, recreational or fraternal.

(1) Les cotisations d'adhésion comprennent les paiements effectués à un conseil accrédité, une association, une société ou autre organisation similaire lorsque les cotisations ministérielles bénéficient directement à un programme gouvernemental ou constitue une condition d'une loi fédérale que l'employé doit remplir pour exercer ses fonctions selon les conditions de la convention collective.

(2) Ce compte inclus les adhésions liées au travail et à des organisations qui ne sont pas professionnelles et qui ont été faites au nom d'un particulier ou d'un titre de poste et ce, lorsqu'il est impossible de la faire au nom de la bibliothèque ministérielle. De telles adhésions ne sont pas imposables, par exemple l'adhésion au Cercle des journalistes, lorsque l'agence est le principal bénéficiaire.

(3) Ce compte peut être utilisé qu'en cas très exceptionnel conformément à la directive de l'ASFC qui stipule que l'approbation personnelle du ministre est requise pour l'adhésion à des organisations à caractère social, récréatif ou fraternel.

Instructions - Instructions

(4) **Refund for Individual Membership under Collective Agreement:** send approved request to Compensation Services to the attention of the Compensation Advisor.

(5) **Refund for Individual Membership not under Collective Agreement:** send approved request to Financial Services.

(6) Attach the claim, and proof of payment to the duly completed form. Refer to section 1 of the procedures on Corporate and Individual Membership Fees.

(7) Attach claim, proof of payment, and a copy of the completed pre-authorization form duly authorized by the appropriate level of approval. Refer to section 2 of the procedures on Corporate and Individual Membership Fees.

(4) **Remboursement des cotisations incluses dans une convention collective :** Faire parvenir la demande approuvée de la cotisation incluse dans une convention collective au Service de la rémunération à l'attention du conseiller(ère) en rémunération.

(5) **Remboursement des cotisations non incluses dans une convention collective :** Faire parvenir la demande approuvée au Services Financiers.

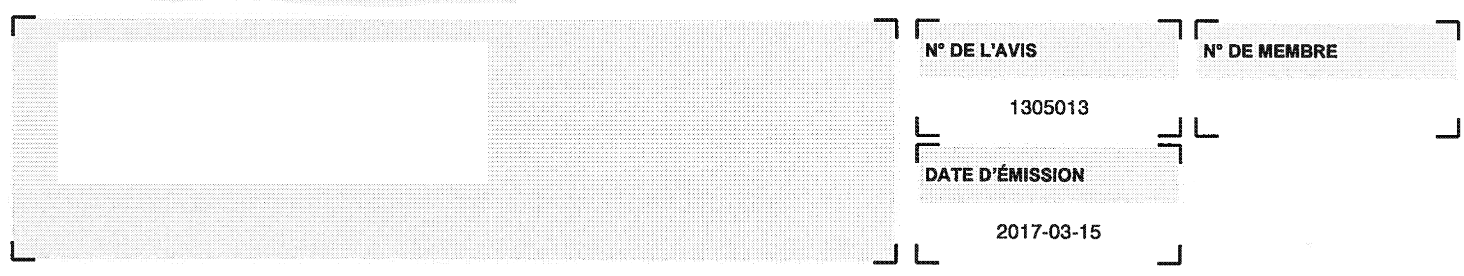
(6) Joindre au formulaire dûment compléter de la réclamation, une preuve de paiement. Se référer à la section 1 des procédures pour les cotisations et adhésions générales.

(7) Joindre au formulaire dûment compléter de la réclamation, une preuve de paiement ainsi qu'une copie de l'approbation préalable dûment autorisé par le niveau d'approbation approprié. Se référer à la section 2 des procédures pour les cotisations et adhésions générales.



5, Place Ville Marie, bureau 800, Montréal (Quebec) H3B 2G2
T. 514 288.3256 1 800 363.4688 Téléc. 514 843.8375
www.cpaquebec.ca

AVIS DE COTISATION 2017-2018



N° DE L'AVIS	N° DE MEMBRE
1305013	

DATE D'ÉMISSION

2017-03-15

DESCRIPTION	MONTANT
Cotisation annuelle	905,00 $
Contribution Office des professions (non taxable)	27,00 $
Frais administratifs	10,00 $
TPS : 10780 3009 RT0001	45,75 $
TVQ : 1006163536 TQ0001	91,27 $
VOTRE COTISATION ANNUELLE (NON-REMBOURSABLE) (1)	**1 079,02 $**
PROMESSE DE DON À LA FONDATION DES CPA SELON VOTRE DÉCLARATION ANNUELLE (2)	**0,00 $**
TOTAL	**1 079,02 $**
PAIEMENT	**1 079,02 $**
SOLDE DÛ	**0,00 $**

N.B. Avant le 15 mars 2017, vous devez obligatoirement vous déclarer au gestionnaire du régime d'assurance responsabilité professionnelle, ACPAI Assurance, et acquitter s'il y a lieu la prime correspondant à votre situation.

(1) Votre cotisation annuelle couvre la période du 1er avril 2017 au 31 mars 2018.

(2) Si vous souhaitez modifier le montant de votre don, vous n'avez qu'à ajuster votre premier versement en conséquence. Vous pouvez également en tout temps effectuer un don sur le site de la Fondation - fondation.cpaquebec.ca.

N. B. Prière de prendre connaissance au verso du consentement à la transmission de renseignements personnels à CPA Canada.

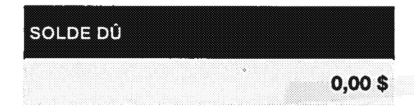
À retourner avec votre paiement.



MONTANT À PAYER		
UN VERSEMENT*	DEUX VERSEMENTS*	
	Premier	Deuxième
0,00 $	0,00 $	0,00 $
CHÈQUE(S) DATÉ(S) DU (OU AVANT)		
15 mars 2017	**15 mars 2017**	**31 mai 2017**

* Payables à l'Ordre des CPA et datés du **15 mars 2017** et, le cas échéant, du **31 mai 2017**, vos chèques doivent parvenir à l'Ordre au plus tard le **15 mars 2017**. Les règlements en deux versements incluent des frais d'administration de 10 $ (plus taxes).

SOLDE DÛ





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T. 514 288.3256 1 800 363.4688 Téléc. 514 843.8375
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Consentement à la transmission de renseignements personnels à CPA Canada

En acquittant votre cotisation à l'Ordre des CPA du Québec (**« CPA Québec »** ou **« l'Ordre »**), une organisation membre de Comptables professionnels agréés du Canada (**« CPA Canada »**), vous devenez membre de CPA Canada. **En conséquence, vous convenez que du fait de votre adhésion à l'Ordre, ce dernier peut communiquer à CPA Canada les renseignements personnels qu'il détient sur vous**[1] (les **« renseignements relatifs à l'adhésion »**). Vous convenez en outre que CPA Canada peut recueillir, utiliser et divulguer lesdits renseignements aux fins de la gestion de votre dossier de membre de CPA Canada et de la réalisation d'analyses statistiques de son effectif, ainsi que pour vous faire bénéficier des avantages réservés aux membres (les **« fins décrites »**), conformément aux dispositions des lois fédérales et provinciales sur la protection des renseignements personnels et de la politique de CPA Canada sur la protection des renseignements personnels. Le dossier contenant vos renseignements personnels sera mis à la disposition des employés, sous-traitants ou mandataires autorisés de CPA Canada qui auront besoin d'y accéder aux fins décrites. Vos renseignements personnels seront principalement conservés dans une base de données électronique. Vous disposez de certains droits en ce qui a trait à l'accès aux renseignements contenus dans le dossier vous concernant et à leur correction. Afin d'exercer ces droits ou si vous avez des questions, des commentaires ou des préoccupations au sujet du présent consentement, veuillez consulter notre politique sur la protection des renseignements personnels, à l'adresse www.cpacanada.ca. Vous pouvez également communiquer avec nous à l'adresse member.services@cpacanada.ca. En tout temps, vous pouvez vous désabonner de nos listes d'envoi en cliquant sur le lien prévu à cet effet, au bas de chacun de nos courriels, ou en accédant à votre compte, à l'adresse www.cpacanada.ca/moncompte.

[1] Ces renseignements ne comprennent pas les informations liées à la surveillance effectuée par l'Ordre à l'égard de l'exercice de la profession, notamment celles qui concernent la formation professionnelle, la discipline, la conciliation et l'arbitrage des comptes, l'inspection professionnelle et l'indemnisation, ainsi que le statut de membre et l'inscription au tableau de l'Ordre.



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AVIS DE COTISATION 2017-2018

N° DE L'AVIS	N° DE MEMBRE
1305013	

DATE D'ÉMISSION
2017-01-25

DESCRIPTION	MONTANT
Cotisation annuelle	905,00 $
Contribution Office des professions (non taxable)	27,00 $
TPS : 10780 3009 RT0001	45,25 $
TVQ : 1006163536 TQ0001	90,27 $
VOTRE COTISATION ANNUELLE (NON-REMBOURSABLE) (1)	**1 067,52 $**
PROMESSE DE DON À LA FONDATION DES CPA SELON VOTRE DÉCLARATION ANNUELLE (2)	**0,00 $**
TOTAL	**1 067,52 $**
PAIEMENT	**0,00 $**
SOLDE DÛ	**1 067,52 $**

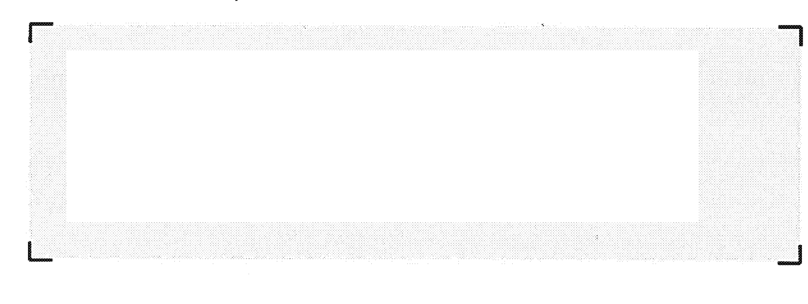
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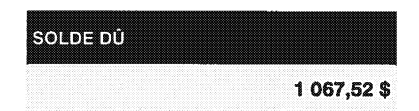
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À retourner avec votre paiement.



MONTANT À PAYER		
UN VERSEMENT*	DEUX VERSEMENTS*	
	Premier	Deuxième
1 067,52 $	539,51 $	539,51 $
CHÈQUE(S) DATÉ(S) DU (OU AVANT)		
15 mars 2017	**15 mars 2017**	**31 mai 2017**

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SOLDE DÛ
1 067,52 $



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Section A

Employee's Name - Nom de l'employé:	PRI - CIDP:
Membership Fee Period - Période de cotisation: 2018-19	
Paylist No. Nº de liste de paye: 6712	Group and Level - Groupe et niveau:
Branch - Direction Générale: Internal Audit and Program Evaluation	
Professional Organization - Organisme professionnel: CPA Ontario	Article of Collective Agreement - Article de la convention collective:

Section B

Description	Section 32 of the FAA Article 32 de la LGFP	Briefing Note Required Note d'information requise	Cost Centre Centre de coût	GL Account Compte de GL	Amount Montant
Membership under Collective Agreement Cotisation incluse dans une convention collective	Manager Gestionnaire	No Non		74744[1]	$980.00
Membership not under Collective Agreement Cotisation non incluse dans une convention collective	Vice-President Vice-Président	Yes Oui		74743[2]	
Membership not under Collective Agreement Cotisation non incluse dans une convention collective	President Président	Yes Oui		74743[2]	
Membership not under Collective Agreement Cotisation non incluse dans une convention collective	Minister Ministre	Yes Oui		74742[3]	
GST or HST TPS ou TVH				11153	$127.40
				Total amount to pay Montant total à payer	$1,107.40

Section C

Justification:

BSF440

Canada

Membership Fee Period - Période de cotisation
2018-19

Employee's Name - Nom de l'employé	PRI - CIDP

Section D

I, hereby request the refund of fees in the aforementioned amount, in accordance with the relevant collective agreement or the article of the Individual or Corporate Membership Directive.

Par la présente, je demande le remboursement de cotisations au montant précité, en accord avec la convention collective pertinente ou l'article de la Directive concernant les cotisations individuelles et générales.

Employee Signature - Signature de l'employé — Date: 2018-05-27

Manager's Signature (Certified Correct) - Signature du gestionnaire (Certifié exacte)

Date: Oct 5/18

Authorized Signature (S.34 of the FAA) - Signature autorisée (S.34 de la LGFP)

Date: 05/10/18

To be completed by Compensation Advisor - À être complété par le conseiller(ère) en rémunération (4)(6)

Sequence number of ENC 034 - Numéro de séquence du VCR 034	Amount paid - Montant payé	Date paid - Date payé

Authorized by Financial Officer (S.33 of the FAA) - Autorisé par l'agent financier(ère) (S.33 de la LGFP) (5)(7)

Signature	Amount paid - Montant payé	Date paid - Date payé

General Ledger (GL) Account - Compte de Grand Livre (GL)

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Instructions - Instructions

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(6) Joindre au formulaire dûment compléter de la réclamation, une preuve de paiement. Se référer à la section 1 des procédures pour les cotisations et adhésions générales.

(7) Joindre au formulaire dûment compléter de la réclamation, une preuve de paiement ainsi qu'une copie de l'approbation préalable dûment autorisé par le niveau d'approbation approprié. Se référer à la section 2 des procédures pour les cotisations et adhésions générales.

From: E-xact Transactions Customer Support [noreply@hostedcheckout.com]
Sent: May 24, 2018 6:27 PM
To: asc_info@rogers.com
Subject: Transaction Receipt

This is the receipt for your purchase at CPA Ontario.

Order Information

Total Amount: CAD **1107.40**

This order is now complete. Transaction approved!

Here is your receipt:

```
========== TRANSACTION RECORD ==========
CPA ONTARIO
1100-25 YORK STREET
TORONTO, ON M5J2V5
Canada


TYPE: Purchase

ACCT: Visa  $ 1,107.40 CAD

CARD NUMBER :
DATE/TIME   : 24 May 18 18:27:22
REFERENCE # : 001 580674 M
AUTHOR. #   : 451173
TRANS. REF. : ,IN-E45882

    Approved - Thank You 000


Please retain this copy for your records.

Cardholder will pay above amount to card
issuer pursuant to cardholder agreement.
========================================
```



Welcome: Amarinder Singh CPA, CGA (82858991)



Click here to print | Close window

CPA Ontario
25 York St. Suite 1100
Toronto, ON, M5J 2V5
Tel: 1 800.387.0735
Fax: 416 204.3151
Email: amd@cpaontario.ca
Web: cpaontario.ca

AMD Invoice

Reference Number	IN-E458822
Terms	Due upon receipt
Date	Apr 01, 2018

Description	Fee	Tax	Total Amount
CPA Ontario Annual Membership Dues 04/01/2018-03/31/2019	$580.00	$75.40	$655.40
CPA Canada Annual Membership Dues 04/01/2018-03/31/2019	$400.00	$52.00	$452.00

Subtotal	$980.00
GST/HST	$127.40
Total	$1,107.40
Amount Received/Credited:	$1,107.40
Payment Date	May 24, 2018
Balance Due	$0.00

HST# 107 308 525 RT0001

Canada Border Services Agency | Agence des services frontaliers du Canada

Request for Refund of Membership Fees
Demande de remboursement de cotisations ou adhésions générales

The information you provide in this document is collected under the authority of s. 33 and s. 34 of the *Financial Administration Act*. It is collected for the purpose of processing your request for a refund of a membership fee further to the CBSA Corporate and Individual Membership Fees Directive.

Information may be used by the CBSA for financial reporting and program evaluation. Information may be disclosed to Public Works and Government Services Canada (Receiver General for Canada) for payment purposes.

Individuals have the right of access to and/or can request corrections of their personal information under the *Privacy Act*. The collection is described within Info Source under the Account Payable Personal Information Bank PSU 931 which is detailed at http://www.infosource.gc.ca/emp/emp03-eng.asp#psu931. Should you have concerns about the CBSA's handling of your personal information you have a right to file a complaint with the Office of the Privacy Commissioner of Canada.

L'information fournie dans le présent formulaire a été recueillie en vertu de l'article 33 et de l'article 34 de la *Loi sur la gestion des finances publiques*. Elle est requise pour le traitement de votre demande de remboursement de cotisation conformément à la Directive concernant les cotisations individuelles et générales de l'ASFC.

Les renseignements peuvent être utilisés par l'ASFC à des fins de rapports financiers et d'évaluation de programme. Les renseignements peuvent être communiqués à Travaux publics et Services gouvernementaux Canada (Receveur Général du Canada) à des fins de paiement.

Vous avez le droit d'accéder à vos renseignements personnels et/ou d'y apporter des corrections en vertu de la *Loi sur la protection des renseignements personnels*. Les renseignements recueillis sont décrits dans l'Info Source sous le fichier de renseignements personnels comptes créditeurs POU 931 qui est détaillé sur le site http://www.infosource.gc.ca/emp/emp03-fra.asp#pou931. Si vous avez des préoccupations quant à la façon dont l'ASFC traite vos renseignements personnels, vous avez le droit de déposer une plainte auprès du Commissariat à la protection de la vie privée du Canada.

Section A

Employee's Name - Nom de l'employé:

PRI - CIDP:

Membership Fee Period - Période de cotisation: January 1 to December 31, yearly

Paylist No. Nº de liste de paye: 42000000

Group and Level - Groupe et niveau:

Branch - Direction Générale: IAPED

Professional Organization - Organisme professionnel: ISACA

Article of Collective Agreement - Article de la convention collective:

Section B

Description	Section 32 of the FAA Article 32 de la LGFP	Briefing Note Required Note d'information requise	Cost Centre Centre de coût	GL Account Compte de GL	Amount Montant
Membership under Collective Agreement Cotisation incluse dans une convention collective	Manager Gestionnaire	No Non	318.00 US	74744[1]	$318.00
Membership not under Collective Agreement Cotisation non incluse dans une convention collective	Vice-President Vice-Président	Yes Oui		74743[2]	
Membership not under Collective Agreement Cotisation non incluse dans une convention collective	President Président	Yes Oui		74743[2]	
Membership not under Collective Agreement Cotisation non incluse dans une convention collective	Minister Ministre	Yes Oui		74742[3]	
GST or HST TPS ou TVH				11153	
				Total amount to pay Montant total à payer	$318.00

Section C

Justification

ISACA membership fees for CISA and CGEIT certifications and ISACA Ottawa Chapter membership dues for 2019.

Membership Fee Period - Période de cotisation

January 1 to December 31, 2019

Employee's Name - Nom de l'employé	PRI - CIDP

Section D

I, hereby request the refund of fees in the aforementioned amount, in accordance with the relevant collective agreement or the article of the Individual or Corporate Membership Directive.

Par la présente, je demande le remboursement de cotisations au montant précité, en accord avec la convention collective pertinente ou l'article de la Directive concernant les cotisations individuelles et générales.

2018-10-01

Date

Manager's Signature (Certified Correct) - Signature du gestionnaire (Certifié exacte)

Date
Oct 5/18

Authorized Signature (S.34 of the FAA) - Signature autorisée (S.34 de la LGFP)

Date
05/10/18

To be completed by Compensation Advisor - À être complété par le conseiller(ère) en rémunération (4)(6)

Sequence number of ENC 034 - Numéro de séquence du VCR 034	Amount paid - Montant payé	Date paid - Date payé

Authorized by Financial Officer (S.33 of the FAA) - Autorisé par l'agent financier(ère) (S.33 de la LGFP) (5)(7)

Signature	Amount paid - Montant payé	Date paid - Date payé

General Ledger (GL) Account - Compte de Grand Livre (GL)

(1) GL 74744: Membership fees include payments made to an accredited board, association, society or similar organization when departmental memberships are in direct support of a government program or when membership is a federal statutory requirement for individual employees to carry out the functions of their positions set out in the Collective Agreement.

(2) GL 74743: This category includes work-related memberships that are not with professional bodies, taken out in the name of an individual or position title, where it is not possible to be held in the name of departmental library. Such memberships for example, The Press Club are not taxable when the agency is the primary beneficiary.

(3) GL 74742: This account may be used in highly exceptional cases pursuant to the CBSA directive where the personal approval of the Minister is required for memberships in organizations that are primarily social, recreational or fraternal.

(1) Les cotisations d'adhésion comprennent les paiements effectués à un conseil accrédité, une association, une société ou autre organisation similaire lorsque les cotisations ministérielles bénéficient directement à un programme gouvernemental ou constitue une condition d'une loi fédérale que l'employé doit remplir pour exercer ses fonctions selon les conditions de la convention collective.

(2) Ce compte inclus les adhésions liées au travail et à des organisations qui ne sont pas professionnelles et qui ont été faites au nom d'un particulier ou d'un titre de poste et ce, lorsqu'il est impossible de la faire au nom de la bibliothèque ministérielle. De telles adhésions ne sont pas imposables, par exemple l'adhésion au Cercle des journalistes, lorsque l'agence est le principal bénéficiaire.

(3) Ce compte peut être utilisé qu'en cas très exceptionnel conformément à la directive de l'ASFC qui stipule que l'approbation personnelle du ministre est requise pour l'adhésion à des organisations à caractère social, récréatif ou fraternel.

Instructions - Instructions

(4) **Refund for Individual Membership under Collective Agreement:** send approved request to Compensation Services to the attention of the Compensation Advisor.

(5) **Refund for Individual Membership not under Collective Agreement:** send approved request to Financial Services.

(6) Attach the claim, and proof of payment to the duly completed form. Refer to section 1 of the procedures on Corporate and Individual Membership Fees.

(7) Attach claim, proof of payment, and a copy of the completed pre-authorization form duly authorized by the appropriate level of approval. Refer to section 2 of the procedures on Corporate and Individual Membership Fees.

(4) **Remboursement des cotisations incluses dans une convention collective :** Faire parvenir la demande approuvée de la cotisation incluse dans une convention collective au Service de la rémunération à l'attention du conseiller(ère) en rémunération.

(5) **Remboursement des cotisations non incluses dans une convention collective :** Faire parvenir la demande approuvée au Services Financiers.

(6) Joindre au formulaire dûment compléter de la réclamation, une preuve de paiement. Se référer à la section 1 des procédures pour les cotisations et adhésions générales.

(7) Joindre au formulaire dûment compléter de la réclamation, une preuve de paiement ainsi qu'une copie de l'approbation préalable dûment autorisé par le niveau d'approbation approprié. Se référer à la section 2 des procédures pour les cotisations et adhésions générales.

Purchase | Confirmation

This is an automatically generated email, please do not reply.

Thank you for your Order! Please print this invoice for your records.

You will receive an email confirmation of your purchase shortly.

Online payments appear on the next business day.



3701 Algonquin Road, Suite 1010
Rolling Meadows, Illinois 60008-3105, USA
Web site: www.isaca.org

Telephone: +1.847.253.1545
Facsimile: +1.847.253.1443
E-mail: info@isaca.org

ISACA FEIN: 23-7067291

INVOICE

Purchase Information

Date of Purchase: **30 Sep 2018**

Purchase Number: **2273282**
Payment method: **Credit card**
Order Number:
Card Type: **MC**

************************ Important Information About Your Purchase ************************

Certification Renewal Information
CPE hours may also be required to complete your certification renewal.
You can view your current CPE reporting status and report additional CPE hours at myCertifications

Renewal Payment Information
If you see an unexpected balance due in the detailed section below
it is because of the delay in posting payments and it will be updated automatically within a 24-48 hour period.
After that, be sure to check myISACA for an updated payment confirmation.

****

Detail

Code	Type	Description	Quantity	Unit Price	Extended Amount
BASIC	DUES	Basic Membership Dues through 31 Dec 2019	1	$135.00	$135.00
CHAPT/032	CHAPT	032-Ottawa Valley Chapter	1	$20.00	$20.00
CGEIT	SEC	CGEIT Fee	1	$45.00	$45.00
CISA	SEC	CISA Fee	1	$45.00	$45.00
				Total:	$245.00
				Payments:	-$245.00
				Balance:	$0.00

All fees are expressed in US dollars and all payments by credit card will be processed in US dollars.

Close | Print

2018-09-30

From: ISACA Certification <certification@isaca.org>
Sent: October 2, 2018 02:30 AM
To:
Subject: ISACA Renewal Receipt - CGEIT Certification

2 October 2018

RECEIPT *

2019 CGEIT Maintenance Fee		US$	45.00
Total Paid		US$	45.00
Total Due	(PAID IN FULL)	US$	0.00

*Membership dues payment receipt, if applicable, will be sent under separate cover.

This is to confirm your compliance with the CGEIT Continuing Education Policy and that you are certified as a CGEIT through 31 December 2019.

Following is a summary of the continuing professional education (CPE) hours you have submitted for your fixed three-year certification period, 1 January 2019 through 31 December 2021.

Your initial three-year certification period begins on 1 January 2019 and ends on 31 December 2021. You are not required to report CPE hours for 2018. However, CPE hours earned between the date of certification, 25 April 2018, and 31 December 2018 will be applied toward your 2019 CPE hour requirement.

YEAR	MINIMUM REQUIRED	TOTAL SUBMITTED
2019	20	12.50
2020	20	0.00
2021	20	0.00

Three year minimum requirement:	**120.00**
Current Total:	**12.50**

A minimum of 20 CPE hours are required for each cycle year and a minimum of 120 over your three-year cycle. However, we encourage you to earn at least 40 CPE hours per year in order to comply with the three-year minimum requirement. The online CPE reporting system displays your current renewal status and specific CPE reporting requirements. It also enables you to report CPE hours at any time of the year. Visit www.isaca.org/ReportCPE.

If you have any questions on your CGEIT certification for 2019, please contact the certification department via telephone at +1.847.660.5660 or by email at certification@isaca.org.

Sincerely,

CGEIT Certification Working Group

ISACA

Ref No. 1048394

From: ISACA Certification <certification@isaca.org>
Sent: October 2, 2018 02:30 AM
To:
Subject: ISACA Renewal Receipt - CISA Certification

2 October 2018

RECEIPT *

2019 CISA Maintenance Fee		US$	45.00
Total Paid		US$	45.00
Total Due	(PAID IN FULL)	US$	0.00

*Membership dues payment receipt, if applicable, will be sent under separate cover.

This is to confirm your compliance with the CISA Continuing Education Policy and that you are certified as a CISA through 31 December 2019.

Following is a summary of the continuing professional education (CPE) hours you have submitted for your fixed three-year certification period, 1 January 2018 through 31 December 2020.

Your initial three-year certification period begins on 1 January 2018 and ends on 31 December 2020. You are not required to report CPE hours for 2017. However, CPE hours earned between the date of certification, 25 October 2017, and 31 December 2017 will be applied toward your 2018 CPE hour requirement.

YEAR	MINIMUM REQUIRED	TOTAL SUBMITTED
2018	20	73.00
2019	20	0.00
2020	20	0.00

Three year minimum requirement:	**120.00**
Current Total:	**73.00**

A minimum of 20 CPE hours are required for each cycle year and a minimum of 120 over your three-year cycle. However, we encourage you to earn at least 40 CPE hours per year in order to comply with the three-year minimum requirement. The online CPE reporting system displays your current renewal status and specific CPE reporting requirements. It also enables you to report CPE hours at any time of the year. Visit www.isaca.org/ReportCPE.

If you have any questions on your CISA certification for 2019, please contact the certification department via telephone at +1.847.660.5660 or by email at certification@isaca.org.

Sincerely,

CISA Certification Working Group

ISACA

Ref No. 1048394


Canada Border Services Agency | Agence des services frontaliers du Canada

Request for Refund of Membership Fees
Demande de remboursement de cotisations ou adhésions générales

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Les renseignements peuvent être utilisés par l'ASFC à des fins de rapports financiers et d'évaluation de programme. Les renseignements peuvent être communiqués à Travaux publics et Services gouvernementaux Canada (Receveur Général du Canada) à des fins de paiement.

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Section A

Employee's Name - Nom de l'employé:

PRI - CIDP:

Membership Fee Period - Période de cotisation: Cotisation annuelle CPA 2018 - 2019

Paylist No. N° de liste de paye:

Group and Level - Groupe et niveau:

Branch - Direction Générale: Internal Audit and Program Evaluation

Professional Organization - Organisme professionnel: Ordre des Comptables Professionnels Agréés du Quebec

Article of Collective Agreement - Article de la convention collective: 57

Section B

Description	Section 32 of the FAA Article 32 de la LGFP	Briefing Note Required Note d'information requise	Cost Centre Centre de coût	GL Account Compte de GL	Amount Montant
Membership under Collective Agreement Cotisation incluse dans une convention collective	Manager Gestionnaire	No Non		74744(1)	
Membership not under Collective Agreement Cotisation non incluse dans une convention collective	Vice-President Vice-Président	Yes Oui		74743(2)	
Membership not under Collective Agreement Cotisation non incluse dans une convention collective	President Président	Yes Oui	1400 200 00	74743(2)	$967.00
Membership not under Collective Agreement Cotisation non incluse dans une convention collective	Minister Ministre	Yes Oui		74742(3)	
GST or HST TPS ou TVH			47.00 + 93.76	11153	$140.76
				Total amount to pay Montant total à payer	$1,107.76

Section C

Justification

Cotisation annuelle autorisée par le Président

Canada



5, Place Ville Marie, bureau 800, Montréal (Quebec) H3B 2G2
T. 514 288.3256 1 800 363.4688 Téléc. 514 843.8375
www.cpaquebec.ca

AVIS DE COTISATION 2018-2019

N° DE L'AVIS	N° DE MEMBRE
1406051	

DATE D'ÉMISSION
2018-03-17

DESCRIPTION	MONTANT
Cotisation annuelle	930,00 $
Contribution Office des professions (non taxable)	27,00 $
Frais administratifs	10,00 $
TPS : 10780 3009 RT0001	47,00 $
TVQ : 1006163536 TQ0001	93,76 $
VOTRE COTISATION ANNUELLE (NON-REMBOURSABLE) (1)	**1 107,76 $**
PROMESSE DE DON À LA FONDATION DES CPA SELON VOTRE DÉCLARATION ANNUELLE (2)	**0,00 $**
TOTAL	**1 107,76 $**
PAIEMENT	**(1 107,76 $)**
SOLDE DÛ	**0,00 $**

N.B. Avant le 15 mars 2018, vous devez obligatoirement vous déclarer au gestionnaire du régime d'assurance responsabilité professionnelle, ACPAI Assurance, et acquitter s'il y a lieu la prime correspondant à votre situation.

(1) Votre cotisation annuelle couvre la période du 1er avril 2018 au 31 mars 2019.

(2) Si vous souhaitez modifier le montant de votre don, vous n'avez qu'à ajuster votre premier versement en conséquence. Vous pouvez également en tout temps effectuer un don sur le site de la Fondation - cpaquebec.ca/fondation.

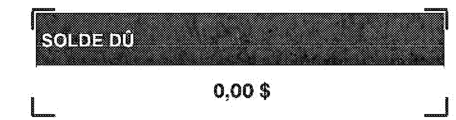
N. B. Prière de prendre connaissance au verso du consentement à la transmission de renseignements personnels à CPA Canada.

À retourner avec votre paiement.



MONTANT À PAYER		
UN VERSEMENT*	DEUX VERSEMENTS*	
	Premier	Deuxième
0,00 $	0,00 $	0,00 $
CHÈQUE(S) DATÉ(S) DU (OU AVANT)		
15 mars 2018	**15 mars 2018**	**31 mai 2018**

* Payables à l'Ordre des CPA et datés du **15 mars 2018** et, le cas échéant, du **31 mai 2018**, vos chèques doivent parvenir à l'Ordre au plus tard le **15 mars 2018**. Les règlements en deux versements incluent des frais d'administration de 10 $ (plus taxes).



0,00 $



5, Place Ville Marie, bureau 800, Montréal (Quebec) H3B 2G2
T. 514 288.3256 1 800 363.4688 Téléc. 514 843.8375
www.cpaquebec.ca

N° du paiement	Date	Mode de paiement	Montant
390431	2018-09-27	Visa	28,74 $
368805	2018-05-31	Chèque	553,88 $
368804	2018-03-17	Chèque	553,88 $
299473	2017-05-31	Chèque	539,51 $
299472	2017-03-14	Chèque	539,51 $
227869	2016-03-14	MasterCard	1 049,62 $
167720	2015-05-31	Chèque	522,36 $
174920	2015-05-22	Visa	28,74 $
167719	2015-03-18	Chèque	547,36 $
116184	2014-07-17	Visa	28,74 $
102273	2014-06-01	Chèque	513,34 $
102272	2014-04-03	Chèque	548,34 $
35476	2013-03-27	Visa	1 014,14 $

Renseignements personnels et professionnels

Correspondance

Attestation officielle de réussite du programme national

Relevé de compte

Paiement et historique des factures

Historique des paiements

Paiement de la cotisation

Reçus

Relevé de dépenses

Vos obligations

Votre développement professionnel

Vos rôles à l'Ordre

Nous joindre

5, Place Ville Marie, bureau 800, Montréal (Québec) H3B 2G2
www.cpaquebec.ca

Des questions? Faites appel à notre équipe >

Vous aimeriez vous joindre à nous? Visitez notre page « Carrières à l'Ordre » >

Facebook - CPA
Facebook - Devenir CPA
LinkedIn - CPA
LinkedIn - Groupe
Twitter
Instagram
YouTube
Flickr

Commentaires
Sécurité et confidentialité
Réalisation du site

Canada Border Services Agency | Agence des services frontaliers du Canada

APPENDIX B - ANNEXE B

REQUEST FOR REFUND OF MEMBERSHIP FEES AS PER COLLECTIVE AGREEMENTS
DEMANDE DE REMBOURSEMENT DES COTISATIONS PROFESSIONNELLES SELON LES CONVENTIONS COLLECTIVES

Employee's Name – Nom de l'employée		**PRI – CIDP**
Paylist No. – N° de liste de paye 0048	**Group and Level – Groupe et niveau**	**Article of Collective Agreement** **Article de la convention collective**
Professional Organization – Organisme professionnel Association of Certified Fraud Examiners		**Amount of Receipt (copy attached – including taxes)** **Montant de reçu (copie ci-joint – incluant les taxes)** $260.98
Branch – Direction générale Internal Audit and Program Evaluation Directorate		

Description	**Cost Centre – Centre de coût**	**GL Account – Compte du GL**	**Amount - Montant**
Professional Membership Fees Cotisations de membres d'une association professionnelle	140020000		$259.04
GST or HST TPS ou TVH			
Total			$259.04

I, hereby request the refund of fees in the aforementionned amount, in accordance with the relevant collective agreement.
Par la présente, je demande le remboursement de cotisations au montant précité, en accord avec la convention collective pertinente.

	2020-12-22
Employee Signature – Signature de l'employé	Date

Manager's Signature (Certified Correct) – Signature du gestionnaire (Certifié exacte)	**Date**
Authorized Signature (S.34 of the F.A.A.) – Signature autorisée (S.34 du L.G.F.P.)	**Date**
THOUIN MARIANNE — Signature numérique de THOUIN MARIANNE Date : 2020.12.23 08:21:18 -05'00'	

Send approved request to Compensation Services to the attention of the Compensation Advisor.

Faire parvenir la demande approuvée aux Services de la remuneration à l'attention du Conseiller(ère) en rémunération.

To be completed by Compensation Advisor – À être complete par le conseiller en rémunération			
Sequence number of ENC 034 Numéro de sequence du VRC 034		Amount Paid – Montant Payé	Date Paid – Date Payé

Please note that the ten (10) groups that have the reimbursement of professional membership fees included in their collective agreement are:

AP, AV, EB, EC, FI, LA, PA, RE, SH, SV.

Veuillez noter que les dix (10) groupes dont le remboursement des cotisations professionnelles est inclus à leur convention collective sont:

AP, AV, EB, EC, FI, LA, PA, RE, SH, SV.

Canada Border Services Agency | Agence des services frontaliers du Canada

Request for Refund of Membership Fees
Demande de remboursement de cotisations ou adhésions générales

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Les renseignements peuvent être utilisés par l'ASFC à des fins de rapports financiers et d'évaluation de programme. Les renseignements peuvent être communiqués à Travaux publics et Services gouvernementaux Canada (Receveur Général du Canada) à des fins de paiement.

Vous avez le droit d'accéder à vos renseignements personnels et/ou d'y apporter des corrections en vertu de la *Loi sur la protection des renseignements personnels*. Les renseignements recueillis sont décrits dans l'Info Source sous le fichier de renseignements personnels comptes créditeurs POU 931 qui est détaillé sur le site http://www.infosource.gc.ca/emp/emp03-fra.asp#pou931. Si vous avez des préoccupations quant à la façon dont l'ASFC traite vos renseignements personnels, vous avez le droit de déposer une plainte auprès du Commissariat à la protection de la vie privée du Canada.

Section A

Employee's Name - Nom de l'employé:

PRI - CIDP:

Membership Fee Period - Période de cotisation: January 2020 - December 2020

Paylist No. Nº de liste de paye: 6712

Group and Level - Groupe et niveau:

Branch - Direction Générale: Internal Audit and Program Evaluation

Professional Organization - Organisme professionnel: ISACA - CISA and CGEIT

Article of Collective Agreement - Article de la convention collective: N/A

Section B

Description	Section 32 of the FAA Article 32 de la LGFP	Briefing Note Required Note d'information requise	Cost Centre Centre de coût	GL Account Compte de GL	Amount Montant
Membership under Collective Agreement Cotisation incluse dans une convention collective	Manager Gestionnaire	No Non	14002000	74744(1)	$326.47
Membership not under Collective Agreement Cotisation non incluse dans une convention collective	Vice-President Vice-Président	Yes Oui		74743(2)	
Membership not under Collective Agreement Cotisation non incluse dans une convention collective	President Président	Yes Oui		74743(2)	
Membership not under Collective Agreement Cotisation non incluse dans une convention collective	Minister Ministre	Yes Oui		74742(3)	
GST or HST TPS ou TVH				11153	
				Total amount to pay Montant total à payer	$326.47

Section C

Justification

BSF440

Canada

Membership Fee Period - Période de cotisation	
2020	
Employee's Name - Nom de l'employé	PRI - CIDP

Section D

I, hereby request the refund of fees in the aforementioned amount, in accordance with the relevant collective agreement or the article of the Individual or Corporate Membership Directive.

Par la présente, je demande le remboursement de cotisations au montant précité, en accord avec la convention collective pertinente ou l'article de la Directive concernant les c

Oct 4, 2019

Date

Manager's Signature (Certified Correct) - Signature du gestionnaire (Certifié exacte)

	Date

Authorized Signature (S.34 of the FAA) - Signature autorisée (S.34 de la LGFP)

	Date
Marianne	07/10/19

To be completed by Compensation Advisor - À être complété par le conseiller(ère) en rémunération (4)(6)

Sequence number of ENC 034 - Numéro de séquence du VCR 034	Amount paid - Montant payé	Date paid - Date payé

Authorized by Financial Officer (S.33 of the FAA) - Autorisé par l'agent financier(ère) (S.33 de la LGFP) (5)(7)

Signature	Amount paid - Montant payé	Date paid - Date payé

General Ledger (GL) Account - Compte de Grand Livre (GL)

(1) GL 74744: Membership fees include payments made to an accredited board, association, society or similar organization when departmental memberships are in direct support of a government program or when membership is a federal statutory requirement for individual employees to carry out the functions of their positions set out in the Collective Agreement.

(2) GL 74743: This category includes work-related memberships that are not with professional bodies, taken out in the name of an individual or position title, where it is not possible to be held in the name of departmental library. Such memberships for example, The Press Club are not taxable when the agency is the primary beneficiary.

(3) GL 74742: This account may be used in highly exceptional cases pursuant to the CBSA directive where the personal approval of the Minister is required for memberships in organizations that are primarily social, recreational or fraternal.

(1) Les cotisations d'adhésion comprennent les paiements effectués à un conseil accrédité, une association, une société ou autre organisation similaire lorsque les cotisations ministérielles bénéficient directement à un programme gouvernemental ou constitue une condition d'une loi fédérale que l'employé doit remplir pour exercer ses fonctions selon les conditions de la convention collective.

(2) Ce compte inclus les adhésions liées au travail et à des organisations qui ne sont pas professionnelles et qui ont été faites au nom d'un particulier ou d'un titre de poste et ce, lorsqu'il est impossible de la faire au nom de la bibliothèque ministérielle. De telles adhésions ne sont pas imposables, par exemple l'adhésion au Cercle des journalistes, lorsque l'agence est le principal bénéficiaire.

(3) Ce compte peut être utilisé qu'en cas très exceptionnel conformément à la directive de l'ASFC qui stipule que l'approbation personnelle du ministre est requise pour l'adhésion à des organisations à caractère social, récréatif ou fraternel.

Instructions - Instructions

(4) **Refund for Individual Membership under Collective Agreement:** send approved request to Compensation Services to the attention of the Compensation Advisor.

(5) **Refund for Individual Membership not under Collective Agreement:** send approved request to Financial Services.

(6) Attach the claim, and proof of payment to the duly completed form. Refer to section 1 of the procedures on Corporate and Individual Membership Fees.

(7) Attach claim, proof of payment, and a copy of the completed pre-authorization form duly authorized by the appropriate level of approval. Refer to section 2 of the procedures on Corporate and Individual Membership Fees.

(4) **Remboursement des cotisations incluses dans une convention collective :** Faire parvenir la demande approuvée de la cotisation incluse dans une convention collective au Service de la rémunération à l'attention du conseiller(ère) en rémunération.

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(6) Joindre au formulaire dûment compléter de la réclamation, une preuve de paiement. Se référer à la section 1 des procédures pour les cotisations et adhésions générales.

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Request for Refund of Membership Fees
Demande de remboursement de cotisations ou adhésions générales

The information you provide in this document is collected under the authority of s. 33 and s. 34 of the *Financial Administration Act*. It is collected for the purpose of processing your request for a refund of a membership fee further to the CBSA Corporate and Individual Membership Fees Directive.

Information may be used by the CBSA for financial reporting and program evaluation. Information may be disclosed to Public Works and Government Services Canada (Receiver General for Canada) for payment purposes.

Individuals have the right of access to and/or can request corrections of their personal information under the *Privacy Act*. The collection is described within Info Source under the Account Payable Personal Information Bank PSU 931 which is detailed at http://www.infosource.gc.ca/emp/emp03-eng.asp#psu931. Should you have concerns about the CBSA's handling of your personal information you have a right to file a complaint with the Office of the Privacy Commissioner of Canada.

L'information fournie dans le présent formulaire a été recueillie en vertu de l'article 33 et de l'article 34 de la *Loi sur la gestion des finances publiques*. Elle est requise pour le traitement de votre demande de remboursement de cotisation conformément à la Directive concernant les cotisations individuelles et générales de l'ASFC.

Les renseignements peuvent être utilisés par l'ASFC à des fins de rapports financiers et d'évaluation de programme. Les renseignements peuvent être communiqués à Travaux publics et Services gouvernementaux Canada (Receveur Général du Canada) à des fins de paiement.

Vous avez le droit d'accéder à vos renseignements personnels et/ou d'y apporter des corrections en vertu de la *Loi sur la protection des renseignements personnels*. Les renseignements recueillis sont décrits dans l'Info Source sous le fichier de renseignements personnels comptes créditeurs POU 931 qui est détaillé sur le site http://www.infosource.gc.ca/emp/emp03-fra.asp#pou931. Si vous avez des préoccupations quant à la façon dont l'ASFC traite vos renseignements personnels, vous avez le droit de déposer une plainte auprès du Commissariat à la protection de la vie privée du Canada.

Section A

Employee's Name - Nom de l'employé:

PRI - CIDP:

Membership Fee Period - Période de cotisation: 2021

Paylist No. Nº de liste de paye:

Group and Level - Groupe et niveau:

Branch - Direction Générale: IAPED

Professional Organization - Organisme professionnel: ISACA

Article of Collective Agreement - Article de la convention collective: PSAC - PA - Article 60 of collective agreement

Section B

Description	Section 32 of the FAA Article 32 de la LGFP	Briefing Note Required Note d'information requise	Cost Centre Centre de coût	GL Account Compte de GL	Amount Montant
Membership under Collective Agreement Cotisation incluse dans une convention collective	Manager Gestionnaire	No Non		74744(1)	$258.90
Membership not under Collective Agreement Cotisation non incluse dans une convention collective	Vice-President Vice-Président	Yes Oui		74743(2)	
Membership not under Collective Agreement Cotisation non incluse dans une convention collective	President Président	Yes Oui		74743(2)	
Membership not under Collective Agreement Cotisation non incluse dans une convention collective	Minister Ministre	Yes Oui		74742(3)	
GST or HST TPS ou TVH				11153	
				Total amount to pay Montant total à payer	$258.90

Section C

Justification

Annual membership fee to professional institution in order to maintain professional designation.

PA collective agreement, clause 60.01: The Employer shall reimburse an employee for the payment of membership or registration fees to an organization or governing body when the payment of such fees is a requirement for the continuation of the performance of the duties of the employee's position.



Membership Fee Period - Période de cotisation 2021	
Employee's Name - Nom de l'employé	PRI - CIDP

Section D

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Employee Signature - Signature de l'employé	Date: 2021-01-18

Manager's Signature (Certified Correct) - Signature du gestionnaire (Certifié exacte)

Jason Goorwah	Date APPROVED By lzr524 at 8:30 am, Jan 20, 2021

Authorized Signature (S.34 of the FAA) - Signature autorisée (S.34 de la LGFP)

Laura Matar	Date 2021-01-21

To be completed by Compensation Advisor - À être complété par le conseiller(ère) en rémunération (4)(6)

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From: noreply@salesforce.com on behalf of ACFE Member Services

Sent: December 22, 2020 01:49 PM

To:

Subject: ACFE - Order Confirmation



Thank you for shopping with the ACFE!

This message is confirmation of your recent order with ACFE. If your order contains a digital product, it may take up to 30 minutes to access the product link in your transactions history. For invoices or payment receipts, log in to the ACFE website, go to the **My Transactions** tab and click on the icon in the **Actions column**.

Date: 2020-12-22
Invoice #: INV02863081

Total: $195.00
Subtotal: $195.00
Sales Tax: $0.00
Payment Amount: $195.00
Balance: $0.00

Bill To:

Customer	Qty	Item	Price
	1.0	Associate Annual Membership	$195.00

Should you have any questions, please contact our Member Services department.

(800)-245-3321 (US)
+1 (512)-478-9000 (International)
Representatives available Monday – Friday 7:30 AM to 6:00 PM, Central Time
memberservices@ACFE.com

We look forward to serving you again in the future!

Canada Border Services Agency | Agence des services frontaliers du Canada

For action

CBSA'S 2020-2021 ANNUAL CORPORATE AND INDIVIDUAL MEMBERSHIP FEES

For the President

ISSUE

To request your approval to pay Canada Border Services Agency's (CBSA) annual Corporate and Individual Membership fees in accordance with the CBSA Delegation of Financial Signing Authorities (DFSA) Matrix and the accompanying Supporting Notes to the DFSA. Please note that CBSA's DFSA Membership Fees delegation is consistent with that of the Public Safety Canada Portfolio.

BACKGROUND

In accordance with the *Financial Administration Act (FAA) Section 32* as indicated on the CBSA DFSA Matrix and in the Supporting Notes to the DFSA, the CBSA President has full authority to approve Corporate Membership and Individual Membership fees.

A corporate membership is a membership held in the name of the Agency and benefits or supports a CBSA program or its administration through the provision of specialized industry information and knowledge sharing with a professional network or as a path for contact by a segment of the public most concerned with the Agency's operations. This type of membership is not part of the collective agreements of employees, nor is it specifically required by an employee to carry out his or her work activities. An individual membership is a membership held in the name of an employee even though the benefits gained apply to the CBSA in the same capacity as for a corporate membership.

CONSIDERATIONS

To avoid repetitive submissions of payment authorization of each membership fee, the regional and head quarter organizations were asked to submit their lists of corporate and individual memberships for the fiscal year 2020-2021. The total estimated cost of the consolidated list of Membership Fees planned for fiscal year 2020-2021 is $133,244 for 544 employees, compared to $55,887 for 283 employees from fiscal year 2019-2020 (Attachments 1 & 2). The increase of $77,357 can mainly be attributed to:



- An increase in the individual professional memberships for Chemists in the current year's exercise, as opposed to a standalone briefing note approved two years ago - $20,487
- The inclusion of the corporate membership for the Public Policy Forum in the current year's exercise, as opposed to a standalone briefing note to President last year - $17,000
- An increase in individual professional memberships for the Bar Association of Quebec for the Agency's lawyers - $6,300
- An increase in the Chartered Professional Accountant (CPA) & Certified Public Accountant (CPA) designations for individuals not covered under a collective agreement - $6,039
- The inclusion of executive memberships for the Chartered Institute of Public Finance Accountancy (CIPFA) not covered under a collective agreement - $3,074
- New and additional individual memberships for the forensic investigators group including:
  - International Association of Computer Investigative Specialists (IACIS) - $3,150
  - American Board of Forensic Document Examiners (ABFDE) - $3,150
  - Canadian Police Canine Association (CPCA) - $2,685
  - High Technology Crime Investigation Association (HTCIA) - $2,600
  - American Society of Questioned Document Examiners (ASQDE) - $2,340
  - Canadian Society of Forensic Science (CSFS) - $1,500

The consolidated list of both Corporate and Individual Membership Fees is being presented for your blanket membership approval authority in the attached 2020-2021 National Corporate and Individual Membership Fees report (Attachment 1). The combined submission has been reviewed by the Finance and Corporate Management Branch Financial Policy team to ensure consistency with the legislation and the related Treasury Board and CBSA Financial Policies.

Your approval authority of the membership fees under *FAA Section 32* is required prior to payment of the membership fees. Upon receipt of your approval, the delegated financial managers can provide approval under *FAA Section 34* for the payment of Corporate and Individual Membership Fees as required.

RECOMMENDATION

It is recommended that you approve the list of Corporate and Individual Membership fees so that employees may continue to effectively perform their work requirements in support of the Agency's Mission and Commitment to Service Excellence.

President's response

I approve ☑
I do not approve ☐

April 1st, 2020

John Ossowski — Date

ATTACHMENT(S)

1. **CBSA's 2020-21 Annual Corporate and Individual Membership Fees Report**
   a. **Annual Corporate and Individual Membership Fees Report (Summary list of organizations) – Tab 1**
   b. **Annual Corporate and Individual Membership Fees Report (by Branch and Region) – Tab 2**
   c. **Annual Corporate and Individual Membership Fees Report (Detailed list with justifications) – Tab 3**
2. **CBSA's 2019-20 Annual Corporate and Individual Membership Fees Report approved by the President**

Approved by:

Vice-President: Jonathan Moor, 613-948-8604, **E-mail approval attached 2020-03-30**
Director General: Jimmy Fecteau, 343-291-5684
Director: France Vanier, 343-291-5760
Author: Helen Zajda
Date:

BRANCH	Region	Type of Membership	Name of Organization	# of Employees	Cost of Membership Fees
IAEPD	NHQ	Individual	Canadian Evaluation Society (CES)	14	3,085
			Chartered Professional Accountants (CPA)	7	7,610
			Information Systems Audit and Control Association (CISA)	2	830
IAEPD Total				23	11,525
Grand Total				23	11,525

Attachment 1c: CBSA's 2020-2021 Membership Fee National Report / Rapport national sur les cotisations de 2020-2021 de l'ASFC

BRANC	Region / Région	Cost Centre / Centre de coût	Name of Employee / Nom de l'employé	Corporate or Individual Membership / Cotisations individuelles ou générales *	Fiscal Year / Exercice	Name of Organization / Nom de l'organisation	Annual Costs / Cotisations annuelles	Justification / Justification ***
IAEPD	NHQ	1400-300-00		Individual	2020-2021	Canadian Evaluation Society (CES)	220	Annual membership provides employees in the evaluation function with access to the latest knowledge and professional development tools (on key aspects of evaluation, such as the development of surveys and logic models). All learning opportunities are aligned with the established competencies for Canadian evaluators, ensuring that they are up-to-date on the latest developments which translates into better results evaluating the effectiveness and efficiency of CBSA programs. The Agency's evaluation function is currently experiencing a shortage of staff. Efforts to strengthen the evaluation function remain a priority for the organization. It is important to incentivise employees to the field and one approach is to cover the cost of professional membership which guarantees continuing learning in a highly technical field. Having a Credentialed Evaluator (CE) designation provides management in the evaluation function with the assurances that evaluators have the necessary experience, knowledge and competencies to carry out evaluations in support of the requirements of the Treasury Board Policy on Results. Currently the cost is prohibitive to employees which acts as a disincentive for them to undergo the designation process. The designation supports professionalization efforts by defining, recognizing, and promoting the practice of ethical, high quality and competent evaluation in Canada and strengthens the evaluation function in all levels of government.
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IAEPD	NHQ	1400-200-00		Individual	2020-2021	Chartered Professional Accountants (CPA)	980	As per article 58 in the AS Collective Agreement, clause 59.01, the employer shall reimburse an employee for the payment of membership or registration fees to an organization or governing body when the payment of such fees is a requirement for the continuation of the performance of the duties of the employee's position. CMA is considered an asset for the profession of internal auditing and contributes to expertise in a key subject matter.

IAEPD	NHQ	1400-200-00		Individual	2020-2021	Chartered Professional Accountants (CPA)	980	As per article 58 in the AS Collective Agreement, clause 59.01, the employer shall reimburse an employee for the payment of membership or registration fees to an organization or governing body when the payment of such fees is a requirement for the continuation of the performance of the duties of the employee's position. CMA is considered an asset for the profession of internal auditing and contributes to expertise in a key subject matter.
IAEPD	NHQ	1400-200-00		Individual	2020-2021	Chartered Professional Accountants (CPA)	980	Corporate Membership Refund - CMA / per article 53 in the FI Collective Agreement, the Employer shall reimburse annual fees paid to one of the associations referred to in clause 53.02 for employees pursuing a formal study program to obtain a professional accounting designation (CPA, CA, CMA or CGA.) CMA is considered an asset for the profession of internal auditing and contributes to expertise in a key subject matter.
IAEPD	NHQ	1400-200-00		Individual	2020-2021	Chartered Professional Accountants (CPA)	980	As per article 58 in the AS Collective Agreement, clause 59.01, the employer shall reimburse an employee for the payment of membership or registration fees to an organization or governing body when the payment of such fees is a requirement for the continuation of the performance of the duties of the employee's position. CMA is considered an asset for the profession of internal auditing and contributes to expertise in a key subject matter.
IAEPD	NHQ	1400-100-00		Individual	2020-2021	Chartered Professional Accountants (CPA)	1,107	As per article 58 in the AS Collective Agreement, clause 59.01, the employer shall reimburse an employee for the payment of membership or registration fees to an organization or governing body when the payment of such fees is a requirement for the continuation of the performance of the duties of the employee's position. CMA is considered an asset for the profession of internal auditing and contributes to expertise in a key subject matter.
IAEPD	NHQ	1400-200-00		Individual	2020-2021	Chartered Professional Accountants (CPA)	1,475	Corporate Membership Refund - CMA / per article 53 in the FI Collective Agreement, the Employer shall reimburse annual fees paid to one of the associations referred to in clause 53.02 for employees pursuing a formal study program to obtain a professional accounting designation (CPA, CA, CMA or CGA.) CMA and CFE are considered assets for the profession of internal auditing and contribute to expertise in key subject matter.
IAEPD	NHQ	1400-100-00		Individual	2020-2021	Chartered Professional Accountants (CPA)	1,107	Corporate Membership Refund - CMA / per article 53 in the FI Collective Agreement, the Employer shall reimburse annual fees paid to one of the associations referred to in clause 53.02 for employees pursuing a formal study program to obtain a professional accounting designation (CPA, CA, CMA or CGA.) CMA and CFE are considered assets for the profession of internal auditing and contribute to expertise in key subject matter.

IAEPD	NHQ	1400-200-00		Individual	2020-2021	Information Systems Audit and Control Association (CISA)	330	As per article 58 in the AS Collective Agreement, clause 59.01, the employer shall reimburse an employee for the payment of membership or registration fees to an organization or governing body when the payment of such fees is a requirement for the continuation of the performance of the duties of the employee's position. CISA is considered an asset for the profession of internal auditing and contributes to expertise in a key subject matter.
IAEPD	NHQ	1400-200-00		Individual	2020-2021	Information Systems Audit and Control Association (CISA)	500	As per article 58 in the AS Collective Agreement, clause 59.01, the employer shall reimburse an employee for the payment of membership or registration fees to an organization or governing body when the payment of such fees is a requirement for the continuation of the performance of the duties of the employee's position. CIA, CRMA, CISA, ITIL membership are considered an asset for the profession of internal auditing and contributes to expertise in a key subject matter.

Notes / Remarques

* **Corporate memberships** - include work-related memberships that are not a requirement under the provisions of a collective agreement.

* **Adhésions générales:** Incluent les adhésions liées au travail qui ne constituent pas une exigence en vertu d'une convention collective.

** **Annual Membership Fee** - is an annual fee imposed by a governing organization, which is a mandatory requirement of that organization to maintain a professional designation and membership in good standing. For the purposes of reimbursement, the annual fee

** **Frais annuels** imposés par une organisation professionnelle pour maintenir le droit d'utiliser une désignation professionnelle et le statut de membre en règle. Aux fins du remboursement, les cotisations annuelles incluent la TPS/TVH et toute autre taxe

*** Please provide detailed justification on why the membership is required for employees to perform their jobs.

*** Veuillez fournir une justification détaillée sur les raisons pour lesquelles l'adhésion est requise pour que les employés puissent effectuer leur travail.